GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Animal Husbandry, Dairy Development & Fisheries Department - Village Secretariat- Animal Husbandry Assistants - Revised Job Chart, Revised Monthly Certification, Key Performance Indicators and Inspection format- Approved – Orders – Issued.

ANIMAL HUSBANDRY, DAIRY DEVELOPMENT & FISHERIES (AH.II) DEPARMENT

G.O.Ms.No. 02 **Dated: 09.01.2023.**

Read the following:

1. G.O. MS. No. 26, AH DD & F (AH-II) Department, Dt. 24-09-2019.
2. G.O. MS. No.28, AH DD & F (AH-II) Department, Dt. 30-09-2019.
3. G.O. MS. No. 19, AH DD & F (AH-II) Department, Dt. 20-05-2020.
4. G.O. MS. No.20, AH DD & F (AH-II) Department, Dt.04-06-2020.
5. From the Director of Animal Husbandry, Vijayawada, Lr. RoC. No. AHF02 -SCH/89/2022, Dated: 29-12-2022.

* * *

ORDER:-

In the references read 2nd & 3rd read above, Government have approved the Job Chart for Animal Husbandry Assistants and fixed the functions of the Animal Husbandry Assistants in Village Secretariats. In the reference 4th read above, Government have approved the format of work satisfaction report to be issued by concerned Veterinary Assistant Surgeon / Assistant Director for drawing of pay and allowances to Animal Husbandry Assistants.

2. In the reference 5th read above, the Director, Animal Husbandry has informed that to achieve the Sustainable Development Goals, the Job Charts of Animal Husbandry Assistants are to be revised and incorporated with necessary activities in line with the programmes of the Government and sustainable Development Goals. He has accordingly furnished revised job chart services of Animal Husbandry assistants revised the Monthly certification on performance of functionaries, the key performance indicators (KPIs) that are measurable as well as quantifiable, the inspection format to evaluate performance of Animal Husbandry Assistants periodically and requested to accord permission on the above activities.

3. Government after careful examination of the proposal, hereby approve and accord permission to the Director, Animal Husbandry on the following activities and annexed to this order:

a. The revised job chart services that shall be delivered by Animal Husbandry Assistant (AHA).- Annexure -1
b. The revised Monthly certification on performance of functionaries. - Annexure-2
c. The key performance indicators (KPIs) that is measurable as well as quantifiable. Annexure - 3
d. The inspection format to evaluate performance of AHAs periodically. Annexure-4

(P.T.O)

4. The Director of Animal Husbandry, A.P, Vijayawada shall take further necessary action accordingly.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

Y MADHUSUDHANA REDDY
SPECIAL CHIEF SECRETARY TO GOVERNMENT (FAC)

To
The Director of Animal Husbandry, Andhra Pradesh, Vijayawada.

Copy to:-

The Prl.Secy. to Government, PR & RD, Department.
The Grama Volunteer Ward Volunteer & Village Secretariat Ward Secretariat Department
All the District Collectors.
SF/SC.

//FORWARDED::BY::ORDER//

SECTION OFFICER

ANNEXURES

(To G.O.Ms.No.02, AH,DD&F(AH-II) Department, dated: 09.01.2023)

Annexure-1

Job Chart of Animal Husbandry Assistants –

List of services that shall be delivered by Animal Husbandry Assistant (AHA) within 72 Hours after request.	1	Shall work under the directions & technical control of concerned Veterinary Assistant Surgeon/Assistant Director.
	2	First Aid& Treatment to the sick animals and follow up under the guidance of concerned Veterinarian
	3	Conduct Prophylactic Vaccinations
	4	Preventive Animal Health Care, including De-worming.
	5	Implementation of Ration Balancing Programme
	6	Prompt Reporting of deaths in the village to the concerned VAS
	7	Provide assistance for safe disposal of animal carcass
	8	Animal Breeding services in Cattle and Buffaloes including follow up of Infertile animals.
	9	Monitoring of reproductive cycle of all breedable bovines in the jurisdiction
	10	Artificial Inseminations
	11	Arrange Health & Valuation Certificate from concerned authority
	12	Tagging & Retagging of animals
	13	Issue of Health Cards
List of services that can be delivered by Animal Husbandry Assistant (AHA) beyond 72 Hrs after request	1	Supply of Inputs as per departmental scheme guidelines
	2	Arrange Livestock related Project Reports from competent authority
	3	Facilitation for sanction of various livestock schemes from competent authority including MGNREGS and follow up

	4	Facilitation for sanction of Kisan Credit Cards by bankers and follow up to ensure accessibility of credit limits to the farmers engaged in Livestock rearing activities.
	5	Facilitate assessment of fodder availability and requirement and fodder production and conservation, value addition by processing
	6	Value addition to Livestock Produce with the help of village communities
	7	Assist Departmental Functionaries in the conduct of cattle shows, milk yield competitions, Calf rallies, Fertility/Health camps, Deworming and Vaccinations etc.
	8	Prompt Updation of Livestock Census
	9	Any other Job entrusted from time to time by the competent authorities (Director of Animal Husbandry)

Annexure-2

Monthly certification on performance of functionaries-

Sl.No	Type of Indicator	Monthly Target	Evaluation Parameter
1	First Aid cases treated	100 (20 Days X 5 cases / Day)	Poor - Less than 60% Satisfactory - 60 – 90% Excellent - Above 90%
2	Artificial inseminations	50 per month	
3	Vaccinations Conducted	1000 animals /season	
4	Deworming done	20 calves /month	
5	Follow-up of infertility cases	20 (5 cases /week)	
6	AI calves verified	10 /month	
7	No of Animals insured	As and when necessary	
8	No.of animals tagged and registration in INAPH software application	200 (20 Days X 10 Animals /Day) up to saturation	
9	No. of Health cards distributed	200 (20 Days X10cards /Day) up to saturation	
10	No. of Health camps / Calf Rallies/ Pasu Vignana Sadassulu / Cattle Shows/Milk Yielding Computations facilitated	4 (One activity per week)	
11	No. of Acers of Fodder promoted for cultivation	5 Acres /annum	
12	Input supplies	As per the need of farmers	
13	Other Government programmes.	As and when fixed by Dept. Based on the priority of the Government.	

Annexure-3

Performance indicators (KPIs)

Sl.No	Indicators
1	First Aid cases treated
2	Dewormings
3	Vaccinations
4	Artificial inseminations done
5	Calf births recorded
6	Fodder development (in acres)
7	Pasu Vignana badi

Annexure -4

Inspection format

Name of the RBK

1. General Information

a	Date of Previous Inspection
B	Whether Compliance report for previous Inspection has been submitted to the Inspecting Officer
c	Period covered by the present Inspection
d	Location of the Institution and date of opening
e	Name of the Person-In-charge with service particulars
f	Details of subordinate Staff in the Institution
g	Number of Villages covered byt he Institution
h	Premises Maintenance

II Livestock Population Numbers

a	Cattle	
b	Buffaloes	
c	Sheep	
d	Goat	
e	Pigs	
f	**Total Livestock Popultion**	
g	Dogs	
h	Backyard Poultry	
I	Commercial Poultry	

J	Total Poultry Population	
k	**Breedable Female population**	
	Exotic Cattle	
	Crossbred cattle	
	Indigenous Cattle	
	Non-descriptive Buffaloes	
	Total Breed able Female Population	
1	**Breeding Bulls Population**	
	Cattle	
	Buffaloes	
	Total Breeding bulls	

III . Livestock Health Care Activities

Sl.No	Item of work	Target	Achievement	% Achvt
1	First Aid Cases Treated			
2	Average daily attendance			
3	Dewormings done in Calves & cattle			
4	Deworming Donein Sheep & Goat			
5	Specimens Collected			

IV . Preventive Vaccinations done

Sl No	Biological Vaccine	Target	Achievement	% Achvt
1	H.S.			
2	B.Q.			
3	Foot & Mouth			
4	Brucellosis			
5	LSD			
6	Anthrax			
7	E.T.			
8	PPR(R.P)			
9	Sheep Pox			
10	R.D.			
11	F.P.			
12	Others(Give Details)			
13	Others(Give Details)			
14	Others(Give Details)			

V. Breed Upgradation Activities

Sl No	Indicator	Target	Achievement	% Achvt
1	Artificial Inseminations Done			
a	Cattle			
b	Buffaloes			
	Total			
2	Animals Inseminated			
a	Cattle			
b	Buffaloes			
	Total			
3	Calves Verified			
a	Cattle			
b	Buffaloes			
	Total			
4	Infertility Cases treated			
5	Fertility Camps Organized			

VI. Fodder Development Activities

Sl.No	Indicator	Target	Achievement	% Achvt
1	Annuals			
2	Perennials			
	Total			
3	Legumes			
4	Non-legumes			
	Total			

VII. Inputs Distribution

Sl.No	Type of Input	Target	Achievement	% Achvt
1	Fodder seed Distributed (Kgs)			
2	TMR			
3	Chaffcutters			
3	Others (Specify)			
4				

VIII. Awarness activities

Sl.No	Parameter	Target	Achievement	% Achvt
1	Animal Health cards distributed			
2	Pasu Kisan credit Cards distributed			
3	Farmers motivated through Pasu Vignana Badi			
3	Calf Rallies organised			
4	Milk Yield Competitions Organized			

IX Maintenance of Registers

Sl.No.	Name of the Register	Whether maintained properly or not
1	Attendance Register	
2	Vaccinations register	
3	Fodder Development Register	
4	Animal Health Camps andfollow up Register	
5	AI& Calf births Register	
6	Inputs distribution Register	
7	Livestock Census & Mortality Register	
8	Patient Register	
9	Stock Register	

X. Targets & Achievements for the last (3) Years

Sl.No	Indicator								
		Target	Achvt	Target	Achvt	Target	Achvt	Target	Achvt
1	First aid cases Treated								
2	Dewormings done								
3	Vaccinations Done								
4	AI done								
5	AI Done Calves Verified								
6	Fodder cultivation (In Acres)								
7	Specimens collected								
8	Animal Health Cards distributed								
9	Pasu Kisan credit cards Distributed								
10	Farmers motivated through Pasu Vignana Badi								

XI . Specific Remarks of the Officer

Dated:
Place:

Name & Designation of
the Inspecting Officer
with Signature and seal

Y MADHUSUDHANA REDDY
SPECIAL CHIEF SECRETARY TO GOVERNMENT (FAC)